

# BOARD OF SUPERVISORS

## Brown County

305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600



E-Mail [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

PHONE (920) 448-4015 FAX (920) 448-6221

### "PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF MAY 17 - 21, 2010**

#### MONDAY, MAY 17, 2010

- \* 1:00 p.m. NE WI Long Term Care District Steering Cmte NEW Family Care  
2701 Larsen Road
- \* 3:00 p.m. Housing Authority Rm 604, City Hall  
100 N. Jefferson Street

#### TUESDAY, MAY 18, 2010

(No Meetings)

#### WEDNESDAY, MAY 19, 2010

- \* 1:00 p.m. Land Information Office (LIO) Committee Rm 200, Northern Bldg  
305 E. Walnut Street
- \* 7:00 p.m. Board of Supervisors Legislative Room 203  
100 N. Jefferson Street

#### THURSDAY, MAY 20, 2010

- \* 9:00 a.m. Fire Investigation Task Force Allouez Fire Department  
Board of Directors 135 Dauphin Street
- \* 6:00 p.m. Library Board Denmark Branch Library  
(Inside Denmark High School)  
405 N. Wall St., Denmark

#### FRIDAY, MAY 21, 2010

(No Meetings)

#### **\*Agendas Enclosed**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**AGENDA**  
**NORTHEASTERN WISCONSIN LONG TERM CARE DISTRICT**  
**STEERING COMMITTEE**

**May 17, 2010**

**1:00 p.m.**

**NEW Family Care**

2701 Larsen Road

Green Bay, Wisconsin 54303

1. Approval of the Agenda
2. Approval of minutes of April 19, 2010 Meeting (attachment)
3. Public comments
4. Information Items
  - A. Fiscal Agent report
  - B. Planning Director Report
  - C. State Care Management Committee report
  - D. NEW Care Management Committee report
  - E. NEW County Coordination Committee report
  - F. County and Tribal Updates
5. Discussion/Decision Items
  - A. Selection of Consumer and At Large Board Members
  - B. Discussion of per diem policy and procedure for Governing Board
  - C. Arrangements for Family Care Briefing
  - D. Discussion of Stakeholder forums
  - E. County Checklist for Creating District
  - F. Review of Draft Pre-Operational Plan and Budget
6. Next Step/Meetings
7. Summary

Any person wishing to attend who, because of a disability, requires special accommodation, should contact Mary Kennedy 920 725 0336 at least 48 hours before the scheduled meeting time so appropriate arrangements can be made.

**AGENDA**  
**BROWN COUNTY HOUSING AUTHORITY**  
**Monday, May 17, 2010**  
**City Hall**  
**100 N. Jefferson Street, Room 604**  
**Green Bay, WI 54301**  
**3:00 p.m.**

**MEMBERS:** Darlene Hallet-Chair, Michael Welch-Vice Chair, Tom Diedrick, Paul Kendra, Rich Aicher

**APPROVAL OF MINUTES:**

1. Approval of the minutes from the April 19, 2010, meeting of the Brown County Housing Authority.

**ELECTION OF OFFICERS:**

**COMMUNICATIONS:**

2. Letter from U.S. Department of Housing and Urban Development dated April 29, 2010, notifying the BCHA that it's final SEMAP score is 100% for fiscal year ending 12/31/2009.

**REPORTS:**

3. Report on Housing Choice Voucher Rental Assistance Program
  - A. Preliminary Applications
  - B. Housing Assistance Payments
  - C. Housing Assistance Unit Count
  - D. Housing Quality Standard Inspection Compliance
  - E. Housing Choice Voucher Administrative Costs and HUD 52681B
  - F. Portability Activity
  - G. SEMAP Monitoring Report
  - H. Report of the Housing Choice Voucher Family Self-Sufficiency Program.
  - I. Report on the Housing Choice Voucher Home Ownership Option.
  - J. VASH Reports
  - K. Report on Langan Investigations Criminal Background Screening and Fraud Investigations

**OLD BUSINESS:**

4. Discussion and action regarding request of Mutual Housing Association of Brown County to retain the repaid HOME funds currently accumulated as well as anticipated collections through December 31, 2010.

**NEW BUSINESS:**

5. Discussion and direction on use of data collected on new optional residency questionnaire for HCV applicants requesting how long they've lived in Brown County and why they've chosen to live in Brown County.
6. Discussion and approval of Catholic Charities' proposed cost for Homeownership Counseling of Housing Choice Voucher Homebuyers.
7. Discussion and possible action on request by NeighborWorks® Green Bay and Mutual Housing Association of Brown County to approve a rental housing consolidation plan that includes the transfer of assets and liabilities (including loans from the BCHA) from MHA to NeighborWorks, the subordination of BCHA loans to new conventional financing, and the restructuring of BCHA hard and soft debt.
8. Discussion and possible action regarding use of future receivables on HOME loans.

**INFORMATIONAL:**

9. Review of assisted housing in similar sized communities, as requested by Administration Committee of the Brown County Board of Supervisors.

**BILLS:****FINANCIAL REPORT:****STAFF REPORT:**

10. Update on creation of limited term fulltime position to assist Housing Administrator.

**AGENDA**  
Brown County  
Land Information Office (LIO) Committee  
Wednesday, May 19, 2010  
**1:00 PM**  
Northern Building, Room 200  
305 East Walnut Street, Green Bay WI

**ROLL CALL:**

Kerry Blaney	_____	Keith Deneys	_____
Bill Bosiacki	_____	Chuck Lamine chair	_____
Bill Boyle	_____	Shelly Nackers	_____
Bernie Erickson	_____	Ray Smith	_____
Dorothy Erickson	_____	Ellen Sorensen	_____
Pat Ford	_____	Jim Wallen	_____
Bill Hafs	_____	Cathy Williquette vice chair	_____
Bob Heimann	_____		

**APPROVAL OF MINUTES:**

1. Approval of the minutes from the April 21, 2010 LIO Committee meeting

**REPORTS:**

2. Legislative Updates
3. Project Updates

**BUSINESS:**

4. Review and approval of changes to LIO Committee structure, name, and/or policies according to the revisions of state statute 59.72 ("flat fee" law)
5. Review and prioritization of Needs, draft Goals and Objectives of the Land Records Modernization / Land Information 2010-2015 5-Year Strategic Plan
6. Any Other Matters

Notice is hereby given that action by the Land Information Office may be taken on any of the items which are described or listed in this agenda.

ANY PERSON WISHING TO ATTEND, WHO, BECAUSE OF A DISABILITY REQUIRES SPECIAL ACCOMMODATION, SHOULD CONTACT THE BROWN COUNTY BOARD OFFICE AT 448-4015 TWO DAYS BEFORE THE MEETING SO THAT ARRANGEMENTS CAN BE MADE.

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4013 FAX (920) 448-6221

E-mail BrownCountyCountyBoard@co.brown.wi.us.

GUY ZIMA, CHAIR

MARY SCRAY, VICE CHAIR

### PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, May 19, 2010, at 7:00 p.m.,** in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

### **\*\* PRESENTATION \*\***

#### **2009 Drug Prosecution Study**

Presented by District Attorney John Zakowski

1. **Adoption of Agenda.**
2. **Comments from the Public regarding agenda items only.**
3. **Approval of minutes of April 20, 2010.**
4. **Announcements of Supervisors.**
5. **Communications: (None)**
  - a) **Late Communications:**
6. **Appointments by County Executive:**
  - a) Confirmation/appointment of Ellen Sorensen as Director of Administration.
  - b) Re-appointment of Senator Robert Cowles, Giles Tassoul and Margaret Jensen to the Professional Football Stadium District.
  - c) Appointment of Tom Klimek and Re-appointment of John Hanitz and Supervisor Bernie Erickson to the Harbor Commission.
  - d) Appointment of Allison Draheim to the Human Services Board.
  - e) Appointment of Mark Vandenbusch to the Solid Waste Board.
7. **Reports by:**
  - a) County Executive.
  - b) Board Chairman.
8. **Other Reports:**
  - #8a Treasurer's Financial Report for month of December 31, 2009.
  - #8b Treasurer's Financial Report for month of January 31, 2010.
  - #8c Treasurer's Financial Report for month of February 28, 2010.

9. **Standing Committee Reports:**

- a) Report of Administration Committee of April 29, 2010.
- b) Report of Education & Recreation Committee of May 6, 2010.
- c) Report of Executive Committee of May 10, 2010.
- d) Report of Human Services Committee of April 28, 2010.
- e) Report of Planning, Development & Transportation Committee of April 26, 2010.
  - i) Land Conservation Sub Committee of April 26, 2010.
- f) Report of Public Safety Committee of May 5, 2010.

10. **Resolutions, Ordinances:**

Administration Committee & Executive Committee

- a) Resolution re: Change in Table of Organization Department of Administration.

Executive Committee

- b) Resolution re: Authority to Execute a 2010-2011 Labor Agreement with the Brown County Human Services Professional Employees.

Land Conservation Sub Committee

- c) Resolution Supporting the Attorney General and Governor of Wisconsin to Pursue Remedies to Stop Asian Carp Species from Entering Lake Michigan and Protect Wisconsin Interests.
- d) Ordinance to Amend Chapter 26 of the Brown County Code Entitled "Animal Waste Management".

Planning, Development & Transportation Committee

- e) Resolution Authorizing an Application for a Lake Protection and Ordinance Development Grant from the Wisconsin Department of Natural Resources.

Public Safety Committee & Executive Committee

- f) Resolution Approving Buyer's Agency Representation Agreement for Acquisition of Real Estate for Brown County Sheriff's Department Operations.

11. **Such other matters as authorized by law.**

12. **Bills over \$5,000 for period ending.**

13. **Closing Roll Call.**

14. **Adjournment to Wednesday, June 16, 2010 at 7:00 p.m., Legislative Room, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:

Board Chairman

**BROWN COUNTY FIRE INVESTIGATION TASK FORCE  
BOARD OF DIRECTORS**

**AGENDA**

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force will be held on Thursday, May 20, 2010, at 9:00 a.m., at the Allouez Fire Department, 135 Dauphin Street, Green Bay, WI.

- ITEM #1. Adoption of the Agenda.
- ITEM #2. Review Minutes of Meeting of January 14, 2010.
- ITEM #3. Report of Monthly Activities of the Fire Investigation Unit.
- ITEM #4. Report of the General Membership President.
- ITEM #5. Old Business.
  - A. Review and approve amendment to bylaws regarding the change in number of Board meetings per year.
  - B. Corporation counsel's determination on the task force responding outside the county to those areas served by a Brown County fire department.
  - C. Status of County Agreement with MABAS.
- ITEM #6. New Business.
- ITEM #7. Report of Juvenile Firesetter Program Coordinator.
- ITEM #8. Other Matters.
- ITEM #9. Set Date, Time, and Location of Next Meeting.
- ITEM #10. Adjourn.

Robert Kiser, Chairperson of the Board  
Brown County Fire Investigation Task Force



# LIBRARY

515 PINE STREET  
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-4400  
FAX (920) 448-4364

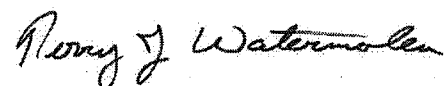
**LYNN M. STAINBROOK**  
DIRECTOR

E-MAIL [Stainbrook\\_LM@co.brown.wi.us](mailto:Stainbrook_LM@co.brown.wi.us)  
WEBSITE [www.browncountylibrary.org](http://www.browncountylibrary.org)

## **BROWN COUNTY LIBRARY BOARD**

**NOTE LOCATION:**  
**DENMARK Branch Library**  
**(Inside Denmark High School)**  
**450 N. Wall Street, Denmark**  
**Thursday, May 20, 2010**  
**6:00 p.m.**  
**AGENDA**

1. Approve/modify agenda
2. Minutes, bills and communications
3. Open forum for the public
4. Facilities Report
  - a. Solar Energy Project at Kress
  - b. Energy Conservation Methods update
5. Accountant's report
  - a. Financial report
  - b. Acceptance of gifts, grants and donations
6. Budget Adjustment Request in the amount of \$22,000 for Interdepartmental Transfer for server related expenses
7. Information Services report on services received
8. Nicolet Federated Library System
  - a. Monthly update
9. Operations Manager Position
  - a. Hiring a Search Firm
10. President's report
11. Director's report
12. Such other matters as are authorized by law
13. Adjournment



**Terry Watermolen**  
**President**

**Notice is hereby given that action by the committee may be taken on any of the items which are described or listed in this agenda.**






## MAY 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	Public Safety Cmte 5:30 p.m.	Ed & Rec Cmte 5:00 p.m.	6	7
<b>Mother's Day</b> 	Executive Cmte 6:00 p.m.					8
9	10	11	12	13	14	15
16	17	18	<b>Board of Supervisors 7:00 p.m.</b>	19	20	21
23	24	Human Services/ Board of Health 5:30 p.m. CJCB 3:30 p.m.	Facility Master Plan SubCmte 5:00 p.m.	Administration Committee 5:30 p.m.	27	28
29						
30	<b>Memorial Day</b> 	31				

## JUNE 2010



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		Land Con 6pm PD&T Cmte (approx 6:30pm)	Public Safety Cmte 5 p.m.	Ed & Rec Cmte 5:00 p.m.		
		1	2	3	4	5
6	Executive Cmte 6:30 p.m.	Vets Recognition 5:15 p.m.				
7		8	9	10	11	12
13	14	15	Special Exec 6:30pm <b>Board of Supervisors 7:00 p.m.</b>	16	17	18
19						
<b>Father's Day</b> 			Human Svc Cmte 5:30 pm	Admin Cmte 5:30 pm		
20	21	22	23	24	25	26
27	Land Con 6pm PD&T Cmte (approx 6:30 pm)	Criminal Justice Coord Bd 3:30pm				
	28	29	30			

## **BROWN COUNTY COMMITTEE MINUTES**

- Children with Disabilities Education Board (April 28, 2010).
- Fire Investigation Task Force Board of Directors (March 18, 2010).
- Fire Investigation Task Force General Membership (March 4, 2010).
- Northeast Wisconsin Family Care – Steering Committee (April 19, 2010).
- Planning Commission Board of Directors Transportation SubCommittee (August 13, 2010).

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Wednesday, April 28, 2010

Board Members Present: M. Greenlaw, B. Clancy, K. Prast

Board Members Excused: J. Van Sistine, S. King

Also Present: B. Natelle, M. Hillert, A. Nizzia, S. Goron, S. Keckhaver, J. Skenadore

1. Call to order - 3:30 p.m. – K Prast
2. Action Item: Approval of Board Minutes March 3, 2010: M. Greenlaw moved to approve the minutes of the March 3, 2010 Board meeting. B. Clancy seconded the motion. Motion carried.
3. Action Item: Correspondence: B. Natelle read a letter from Lamers Bus Lines outlining a quarterly training session that they held with the Syble Hopp drivers. B. Clancy moved to approve the correspondence. M. Greenlaw seconded the motion. Motion carried.
4. Action Item: Approval of Agenda: B. Clancy moved to approve the agenda as presented. M. Greenlaw seconded the motion. Motion carried.
5. Action Item: Donations: Dennis and Kathy Stowe donated \$35 to the Syble Hopp Special Olympics program.

Kurt Van Camp of SUPERVALU, Inc. donated \$500 in gift certificates to be used towards the purchase of food for Camp.

Wayne and Carolyn Green of Way-Lyn Trucking donated \$100 towards the purchase of cheese for Camp.

Mr. & Mrs. Hank Mencheski donated their time and materials to make the memory boxes for the 2010 graduates.

Independent Printing Company donated the paper and printing of the graduation program covers.

Jeanne Mraz, Jenny Nasierowski and Michael Deprez of Georgia-Pacific donated 128 cases of various paper towels, napkins and tissue.

Megan Steinhofer donated the frosting for the Seroogy Easter Eggs plus her time and talent to personalize the eggs.

John Early donated two large bags of Kleenex boxes to be used for craft projects.

Florence Hoes donated \$100 to the Syble Hopp Special Olympics program.

Rod Erickson donated a large projector screen to the school.

The Ancient Order of Hibernians donated \$50 to the Syble Hopp Music Department in appreciation of use of musical instruments.

PROCEEDINGS OF BROWN COUNTY CDEB MEETING, APRIL 28, 2010:

An anonymous donation of \$161 was received in honor of Bill Clancy singing Irish songs.

Beverly Lenz of Hallmark Place donated \$40 in honor of Bill Clancy who sang Irish music to their residents.

Neal & Ann Zastrow donated \$20 in honor of Bill Clancy.

An anonymous donation of \$20 was given to Laurie Larson's classroom.

Breadsmith donated several loaves of Gluten Free breads and cupcakes.

Jim Prast of Gustman-Pontiac GMC donated 30 tickets for the Green Machine/Green Bay Police Benevolent Association Benefit Basketball game.

The Gevers Family donated several video tapes, magazines and pants for students.

U.S. Oil/Schmidt Family Foundation donated \$200 in honor of employee Chris Zabel.

Carol Wichman of Big Flats Community Church donated 11 bandana bibs for students in Travis Hendzel's classroom.

Lynn Meshke donated a small Kaye Walker with supports and a medium Kaye Walker to the Physical Therapy Department.

Way-Morr Lions Club donated \$1,000 for two microwave ovens for the Home Ec room and a treadmill for Kris Cleereman's classroom.

The De Pere Christian Outreach donated numerous items including magazines, construction paper, art kit, and yarn and paper bags.

The De Pere Christian Outreach donated \$5,700 for various "wish list" items.

Arnold & Nancy Baugnet donated \$100 for a pool tile in Memory of Peter Baugnet.

The following donations were received for the Pool Fund:

Irene D. Kress - \$15,000

Cornerstone Foundation of Northeast Wisconsin - \$15,000

Aurora Health Care Employee Partnership Campaign - \$161.10

M. Greenlaw moved to thank these generous donors. B. Clancy seconded the motion. Motion carried.

6. Action Item: Financial Report: S. Keckhaver presented the financial reports for February and March to the Board. B. Clancy moved to accept and place on file the financial reports ending February 28, 2010 and March 31, 2010. M. Greenlaw seconded the motion. Motion carried.

PROCEEDINGS OF BROWN COUNTY CDEB MEETING, APRIL 28, 2010:

7. Action Item: Administrators Report

- a. A. Nizzia reported to the board information on the Alternate Assessments. Testing reports have been received on the tests that were administered to students in the fall. Syble Hopp has many students that are scoring at proficient and advanced levels.
- b. J. Skenadore reviewed with the Board the emergency practices that the school practices for fire drills, tornado and lock-down. The De Pere Fire Department comes in annually to inspect our records regarding fire drills.
- c. J. Skenadore shared with the Board that a local church and its members donated time and materials to put new shingles on the sandbox and Duke Memorial pavilion and spread new wood chips by the building near the playground on Saturday, April 24<sup>th</sup>.
- d. April 21<sup>st</sup> was the preliminary camp meeting for staff. Schedules for the campers were discussed along with cabin assignments and weekly activities. There will be two camps held during the week of May 24<sup>th</sup> i.e. Lions Camp and Hopp Camp with the later being held at Hopp School.
- e. May 22<sup>nd</sup> is the day the children come back from Lions Camp. Staff is requesting that we have a 2:00 p.m. dismissal time because the children are so tired and many parents pick their children up prior to the end of the day. This early dismissal would not affect the number of school hours we are required to have for the total school year. This request was made and honored last year. B. Clancy moved to approve a 2:00 dismissal on May 28<sup>th</sup>. M. Greenlaw seconded the motion. Motion carried.
- f. Wheelchair training of High School students to push MH students in wheelchairs was reviewed. This is a several day training process. High School students who have been trained will be going out into the community with classrooms.
- g. The Parents have been busy planning Prom. Prom will be held on Saturday, May 7<sup>th</sup> in the school gym.

M. Greenlaw moved to approve the Administrator's report. B. Clancy seconded the motion. Motion carried.

- 8. Action Item: Parent Organization: The parents have finished their Seroogy egg sale. They have had a parental informational series of different presentations. B. Clancy moved to accept and place the Parent Organization report on file. M. Greenlaw seconded the motion. Motion carried.
- 9. Action Item: Payment of Bills: M. Greenlaw moved to pay the bills totaling \$315,449.56 General Fund and \$1,128.88 Pool Fund for the month ending February, 2010; bills totaling \$107,325.30 General Fund and \$28,889.61 Pool Fund expenditures for the month ending March, 2010. B. Clancy seconded the motion. Motion carried.

PROCEEDINGS OF BROWN COUNTY CDEB MEETING, APRIL 28, 2010:

10. Action Item: Preliminary approval of 2010-11 expenditures: M. Greenlaw moved to approve the preliminary 2010-2011. B. Clancy seconded the motion. Motion carried.
11. Action Item: Teacher Replacement: S. Goron presented to the Board requesting a contract be offered to Megan Derby to work at Foxview School in De Pere beginning the 2010-2011 school year. Megan would be replacing retiring Elmer Schill. Megan is a new graduate of UW-Oshkosh. M. Greenlaw moved to approve a contract to Megan Derby beginning with the 2010-2011 school year. B. Clancy seconded the motion.  
  
B. Natelle requested the Board offer a contract to Danielle Romenesko beginning the 2010-2011 school year. Danielle is a December, 2009 graduate of UW-Oshkosh with certification in General Ed and Special Education. Danielle will be filling the vacancy left by A. Nizzia who has moved to a CESA position. B. Clancy moved to approve a contract with Danielle Romenesko beginning with the 2010-2011 school year. M. Greenlaw seconded the motion.
12. Action Item: Bellin College School of Nursing: This is a long standing contract with the college as we accept their student nurses who learn about our school and our children. M. Greenlaw moved to approve the contract. B. Clancy seconded the motion. Motion carried.
13. Adjournment to Executive Session: The board will move to executive session and reconvene to open session as allowed by WI stats 19.85 (1)(c)(e)(f)(i) to discuss teacher evaluations, negotiations and staff requests. M. Greenlaw moved to executive session as allowed by WI Stats 19.85(1)(c)(f)(e)(i) to discuss teacher evaluations, negotiations and staff requests. B. Clancy seconded the motion. Motion carried.
14. Staff Request: B. Clancy moved to accept the staff requests. M. Greenlaw seconded the motion. Motion carried.
15. Action Item 2010-2011 School Calendar: M. Greenlaw moved to set the first day of school as Sept 1<sup>st</sup> 2010. B. Clancy seconded the motion. Motion carried.
16. Adjournment: M. Greenlaw moved to adjourn the meeting at 4:30 p.m. B. Clancy seconded the motion. Motion carried.

# PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

## BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on Thursday, March 18, 2010, at 9:00 a.m., at the Allouez Fire Department, 135 Dauphin St., Green Bay, WI.

Present: John Gossage, Nick Craig, Tom Vandenack, Kevin Tielens, Glenn Deviley, Brad Muller, Jeff Roemer, Mark Wallace, Bob Kiser, Derek Beiderwieden

Excused: Dennis Kocken, Larry Mours, Rick Davidson

Absent: Jim Arts, Eric Dunning, Ed Janke, Jim Nickel, Kevin Heimerl, Larry Wilson, John Zakowski

### Item #1. Adoption of Agenda.

Motion was made by Vandenack and seconded by Wallace to adopt the agenda. **Motion carried.**

### Item #2. Approve Minutes of Meeting of January 14, 2010.

Motion was made by Vandenack and seconded by Wallace to approve the minutes of the last meeting. **Motion carried.**

### Item #3. Report of Monthly Activities of the Fire Investigation Unit.

Muller reported that the fire investigation unit was called out to the following fires since the last meeting:

01-16-10 4560 Humboldt Rd., New Franken (residential/undetermined)  
01-17-10 836 Kellogg St., Green Bay (multi-family/undetermined)  
01-25-10 2110 Center St., Ashwaubenon (residential/undetermined)  
02-02-10 1326 Parkview Rd., Ashwaubenon (business/undetermined)  
02-21-10 3034 Kunesh Rd., Pittsfield (residential/arson)

### Item #4. Report of General Membership President.

Muller reported that 20 members attended the last General Membership meeting. The bylaws committee will meet to review the bylaws. A committee was established to start soliciting funds for a new truck. The spring IAAI conference is June 8-10, 2010, in Stevens Point. Training consisted of evidence collection and the black light was demonstrated. The next meeting is set for May 27, 2010, at Ledgeview Fire Station #1.

### Item #5. Old Business.



FITF Board of Directors

March 18, 2010

Page 2 of 3

A. Dispositions of case proceedings.

Zakowski not present.

B. Status of county agreement with MABAS.

Nothing new to report.

Item #6. New Business.

A. Discuss number of yearly Board meetings.

Motion was made by Roemer and seconded by Beiderwieden to change the bylaws that the Board will hold its regular meetings three times a year—in January, May, and September—and special meetings can be called if needed. **Motion carried.**

B. Form bylaws committee.

Muller, Beiderwieden, and Vandenack volunteered to be on the bylaws committee. Muller mentioned that the General Membership already has a committee to review the bylaws and that these Board members can oversee it, if necessary.

Item #7. Report of Juvenile Firesetter Program Coordinator.

Craig reported that one case came in yesterday. He suggested calling him to make an appointment to go over how to use the safety house before taking it out.

Item #8. Other Matters.

Muller distributed the 2009 year-end report. The fire investigation unit was called out to investigate 28 fires of which 15 were accidental, 10 were arson, 2 were undetermined, and 1 is under investigation.

Muller brought up again about notifying the Brown County fire chiefs whose departments serve areas outside of Brown County that the task force can respond to those outlying areas. Gossage will check with corporation counsel on this.

Kiser received a General Membership intern application from Benjamin Hermans of the De Pere Fire Department. Motion was made by Kiser and seconded by Wallace to approve Hermans as an intern. **Motion carried.**

FITF Board of Directors  
March 18, 2010  
Page 3 of 3

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting was set for Thursday, May 20, 2010, at 9:00 a.m. at the Allouez Fire Department, 135 Dauphin Street, Green Bay, WI.

Item #10. Adjourn.

Motion was made by Roemer and seconded by Vandenack to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent  
Recording Secretary

# PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

## GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on March 4, 2010, at 7:00 p.m., at Suamico Fire Station #2, 2323 Northwood Road, Suamico, WI.

Present: Dan Kerkhoff, Tom Hendricks, Doug Peters, Greg Steenbock, Beau Liebman, Norman Heraly, Kevin Tielens, Chris Heil, Joe Gabe, Jim Stupka, Dave Seidl, James Styczynski, Brian Killinger, Dennis Skalitzky, Brian Jarosinski, Larry Wilson, Glenn Deviley, Terry Rottier, Brad Muller

Excused: Natalia Sidon

Item #1. Adoption of Agenda.

Motion was made by Kerkhoff and seconded by Deviley to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion made by Wilson and seconded by Hendricks to approve the minutes from December 2009. **Motion carried.**

Item #3. Report of Task Force Activities.

Muller reported that the fire investigation unit was called out to the following fires since the last meeting:

12-06-09 2401 Memorial Dr., Howard (residential/accident)  
01-16-10 4560 Humboldt Rd., New Franken (residential/undetermined)  
01-17-10 836 Kellogg St., Green Bay (multi-family/undetermined)  
01-25-10 2110 Center St., Ashwaubenon (residential/undetermined)  
02-02-10 1326 Parkview Rd., Ashwaubenon (business/under investigation)  
02-21-10 3034 Kunesh Rd., Pittsfield (residential/under investigation)

Item #4. Information from Board of Directors Meeting.

The next board meeting is March 18, 2010.

Item #5. Old Business.

Muller informed to let him know of any ideas for equipment and give any training ideas to Deviley. A digital recorder and cordless saw were mentioned for equipment.

Item #6. New Business.

Muller gave the 2009 yearly report. He stated that there were a total of 28 calls that the fire investigation unit went out on. Of that total, 15 were accidental, 10 were arson, 2 were undetermined, and 1 is under investigation. Two involved fatalities. He stated that from the budget, \$7,058 was spent on equipment, \$4,824 on training, \$11,830 on fire call reimbursement, and \$1,874 on meetings—leaving a balance of \$4,414.

The \$5 dues for 2010 are due.

In reference to the letter sent out by the board encouraging members to take the IAAI fire investigation technician certification course, it is still available on the website. The course is free, but the test has a fee, which would possibly be paid for out of the task force's budget.

The spring IAAI conference is June 8-10, 2010, in Stevens Point.

New equipment purchased for the truck includes handheld lights, a Honda generator with light, a Toughbook laptop, two dozen blood-taking/flammables kits, and Tyvek suits.

Item #7. Juvenile Firesetter Business.

Nick Craig was not present. Nothing new to report.

Item #8. Other Matters.

A house on Nicolet in Green Bay is available to be burned for training exercise.

Muller had an informational bulletin reporting that Scottsman commercial ice cube machines have been recalled.

A committee was formed to start raising money for a replacement truck. The following volunteered to be on the committee: Steenbock, Wilson, Heil, and Muller.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting is set for May 27, 2010, at 7:00 p.m., at Ledgeview Fire Station #1, 3700 Dickinson Road, De Pere, WI.

Motion was made by Steenbock and seconded by Wilson to adjourn the meeting. **Motion carried.**

FITF General Membership  
March 4, 2010  
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Item #10. Training.

Training involved a demonstration on burning flammable liquids.

Respectfully submitted,

Marsha Laurent  
Recording Secretary

## STEERING COMMITTEE MINUTES

Monday, April 19, 2010

9:00 a.m. – Noon

Kim Wolfmeyer, Barb Larson-Herber, Rick Kane – Shawano County; Mike Reimer, Craig Johnson, Lisa Sherman – Oconto County; Joe Krebsbach, Roger Tepe – Door County; Bill Kelsey, Carol Patterson – Kewaunee County; Jean O’Leary – Brown County; Barbara Nelson, Lois Krizan – Menominee County; David Larson – Oneida Tribe; John Bloor, NEW Curative; Julie Button, Amy Panosh, Kim Marhaine – Board on Aging and Long Term Care; Barbara Moore – Community Care; Janis Robertson – Clarity Care; Mary Kennedy – Consultant; Rolf Hanson, Deb Peterson – Northeast Wisconsin Family Care

1. The Agenda was approved

2. Approved the March 22, 2010 meeting minutes

3. There was no public comment

4. Informational Items

A. Fiscal Agent report:

- Completed telephone and internet system connections
- District telephone numbers have been set up:  
Rolf: 920-857-9854  
Deb: 920-857-9997
- Voice mail will be set up on April 20<sup>th</sup>
- Setting up email addresses
- Planning to publish all information to the internet

B. Administrative Assistant hiring progress:

- Hired Debbie Peterson – today is her first day

C. Planning Director Report:

- No programmatic change for Family Care in health reform
- Met with technical advisor – Community Care, Inc.
- Attended Wisconsin Family Care Association (MCO) meeting in Madison on April 14 and MCO/DHS Leadership meeting on same day
- Met with RFW and Community Rehabilitation Providers on April 16
- Working on planning and pre-implementation budget
- Committee and work groups

# Northeast Wisconsin Family Care

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## D. State Care Management Committee report

- Meeting next week – Mike Reimer will be attending

## E. NEW Care Management Committee report

- Training on developing care plans and using the RAD. The next regularly scheduled Care Management Committee conflicts with the Family Care Briefing on May 24 so it will be rescheduled.

## F. County and Tribal Updates

- County board-wide orientations are occurring with newly elected county boards. Counties are planning processes for completing resolutions to create the District by late summer or early fall.
- MCO director meeting issues relating to the county:
  - 1) Adult family home certification for MCOs—some use county certifications while others use private agencies or do the certifications themselves. Administrative rules on certification are expected in July
  - 2) Specialized county nursing home reorganization; i.e. Mississippi Valley in La Crosse. MCOs can get a waiver to the Medicaid nursing home rate and add the per diem but only for consumers from counties other than the county where the home is located. Specialized county nursing homes could be reluctant to accept Family Care members from their own county.
  - 3) The State is proposing to include social rehabilitation services in the Family Care benefit in 2011. There are a number of concerns with how this service and costs would be adapted to Family Care.
- The Oneida Tribe is meeting with the state regarding reimbursement for Tribal provided services in Family Care since they can receive 100% Federal financial participation

## 5. Discussion/Decision Items

### A. Review of revised PowerPoint

- The PowerPoint needs revisions because only Brown County is currently approved by Federal Government for Partnership although other counties may be approved prior to Family Care start up
- Add slide to clarify that the District services will cover all seven counties but that Partnership, provided by Community Care, will be offered on a county-by-county basis based on Federal approval.

### B. Communication with Stakeholders

- There is a need to share certain documents with stakeholder groups. Rather than the District attempting to keep an up-to-date mailing list at this time, documents will be shared with counties who will distribute them to the appropriate mailing lists they maintain for providers, consumers, advisory committees, etc.

# Northeast Wisconsin Family Care

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## C. NEW Purchase of Care Management from Counties

- The working premise is that the District will purchase care management from counties if the county chooses to provide it at least until such time as county staff is no longer available due to attrition.
- Supervision of the care management process will be done by District supervisors with counties providing Human Resource type supervision
- Developing spreadsheet of union contracted salaries and benefits for care management and administrative employees.

## D. Process for Creating the NEW District and Appointing Board

- In order to begin enrollment in early 2012, the District needs to hire some employees in 2011
- In order to add employees in 2011, the District has to be established so it can notify Wisconsin Retirement System by November 15, 2010.
- Counties will need to pass two resolutions—one to set up the district which needs to be completed prior to November of 2010 and the second to authorize the District to enter into State Contract
- Reviewed and suggested revisions to the resolution by Andy Phillips, NEW Family Care Attorney
- A subcommittee to recruit and recommend consumer and “at large” members was established: Brian Shoup (Brown County), Craig Johnson (Oconto), Joe Krebsbach (Door), Robin Elsner (Marinette) to develop a list of consumers and members at large. Rolf will work with them and set up a meeting date

## E. Policy Maker Summit

- New name – Family Care Briefing
- Mary Kennedy presented the Family Care Briefing draft agenda for the May 24 presentation
- Directors are to distribute Family Care Briefing notice and RSVP on attendees to NEW offices by May 17

## F. Individual county timelines, assistance, and information needed

- Read letter received from Teri Buros, Chief Executive Officer, Southwest Family Care Alliance regarding actions the Department of Health Services would take if a managed care organization is no longer able to provide Family Care services

## G. Next Step/Meetings

- Next meeting May 17 at 1:00 p.m.

**These minutes have not been approved by the  
Northeast Wisconsin Family Care Steering Committee**



**MINUTES**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**TRANSPORTATION SUBCOMMITTEE**  
**Thursday, August 13, 2009**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:00 a.m.**

**ROLL CALL:**

***(Voting)***

Jeff Agee-Aguayo	<u>  x  </u>	Tom Klimek	<u>  x  </u>
Bill Balke	<u>  x  </u>	Brian Lamers	<u>  x  </u>
Bob Bartelt	<u>      </u>	Doug Martin	<u> Exc </u>
Craig Berndt	<u>      </u>	Rebecca Meert	<u>  x  </u>
Graham Callis	<u>  x  </u>	Tom Miller	<u>      </u>
Chris Culotta	<u>  x  </u>	Chris Phelps*	<u>  x  </u>
Mike Finn	<u>      </u>	Lee Schley, Vice-Chair	<u>  x  </u>
Ed Kazik	<u>      </u>	Ed Wiesner	<u>  x  </u>

\*Chris Braatz for Chris Phelps

***(Non-voting)***

David Lowe (WisDOT – Madison)	<u>      </u>
Dwight McComb (FHWA – Madison)	<u>      </u>
Angelica Salgado (FTA Region 5)	<u>      </u>
Carlos Pena (FHWA – Madison)	<u>  x  </u>
Bobbi Retzlaff (WisDOT – Madison)	<u>  x  </u>
Aileen Switzer (WisDOT – Madison)	<u>      </u>
William Wheeler (FTA Region 5)	<u>      </u>

**Others Present:** Lisa J. Conard, Jill Michaelson (WisDOT), and Cole Runge.

**ORDER OF BUSINESS:**

C. Runge opened the meeting at 10:00 a.m.

1. Approval of the May 18, 2009, Transportation Subcommittee meeting minutes.

A motion was made by C. Pena, seconded by B. Lamers, to approve the May 18, 2009, Transportation Subcommittee meeting minutes. Motion carried.

2. Election of a Transportation Subcommittee chairperson and vice-chairperson.

C. Runge stated that Chairperson Carl Weber retired and that the Subcommittee needs to elect a new chairperson and vice-chairperson.

A motion was made by T. Klimek, seconded by C. Culotta, to elect B. Lamers as chairperson. Motion carried.

B. Balke volunteered to become the vice-chair. A motion was made by J. Agee-Aguayo, seconded by B. Lamers, to elect B. Balke as vice-chairperson. Motion carried.

3. Recommendation to the BCPC Board of Directors regarding the 2010 Transportation Planning Work Program.

C. Runge provided an overview of the 2010 work program:

- Establishing a Regional Transportation Authority (RTA): Metro intends to continue working with MPO staff and the city of Green Bay to develop a strategy for the creation of a RTA.
- Establishing a Two Hub Route System: Metro and MPO staff will continue to work with federal, state, and local officials to plan, fund, and build an intermodal transit hub (possibly within the Ashwaubenon redevelopment district) and modify the route system to serve the two hubs.
- MPO Long-Range Transportation Plan Update: In 2010, staff will assess the effectiveness of the plan's recommendations using the completed performance measures, update the plan's objectives, recommendations, and travel demand forecasts, participate in environmental consultation activities, and ensure that the public has a chance to review and comment on the document.
- Green Bay Metropolitan Area Intersection Crash Study: Staff will complete a study that identifies and analyzes the 30 most hazardous metropolitan area intersections between 2007 and 2009.
- Brown County Bicycle and Pedestrian Plan Update: MPO staff will update the plan's goals and objectives, facility design standards, recommendations, and other elements to reflect current state, county, and community bicycle and pedestrian priorities.
- Bicycle and Pedestrian Facility Inventory and Model Ordinance Development (Non-MPO Activity): MPO staff will help the BCPC complete a bicycle and pedestrian facility inventory and gap analysis of the metropolitan area. The BCPC received a STP-Urban grant to complete the study.
- Environmental Impact Statement for Transportation Improvements in the Southern Portion of the Green Bay Metropolitan Area (Non-MPO Activity): MPO staff will continue to work with WisDOT, FHWA, the project's cooperating and participating agencies, the Stakeholder Committee, and the public to complete the Draft EIS.

C. Culotta suggested that C. Runge involve Scott Nelson of the WisDOT regarding identified problem intersections involving state highways.

C. Runge agreed to do that.

C. Runge stated that MPO staff funding from the FHWA and WisDOT will be approximately \$21,000 lower in 2010 than it was in 2009.

J. Agee-Aguayo asked if this meant staff would complete fewer tasks.

C. Runge stated no. Brown County covers the balance and it was included in the overall Planning Department budget. C. Runge stated that the grant for the Bicycle and Pedestrian Inventory and Model Ordinance Development project will help to make up for some of the federal and state planning funding that will be lost in 2010.

A motion was made by J. Agee-Aguayo, seconded by E. Wiesner, to recommend to the BCPC Board of Directors approval of the *2010 Transportation Planning Work Program*. Motion carried.

4. Recommendation to the BCPC Board of Directors regarding the 2010-2014 Transportation Improvement Program for the Green Bay Urbanized Area.

L. Conard noted that a 30-day public review period and public hearing were held and two comments were received. L. Conard summarized the comments:

Ned Dorff – Downtown Neighborhood Association (summarized)

- Citizens are interested in a passenger train service that would connect Green Bay with Appleton, Milwaukee, Madison, and the Twin Cities.
- Citizens are interested in more bike paths and greenways.
- Citizens would like transit to run more often, especially late at night on Friday and Saturday, and all day Sunday and would like to see Green Bay to Fox Valley express bus service.
- Citizens are concerned about the amount of bar-time traffic on Friday and Saturday nights.
- Citizens would like to see Metro convert buses to biodiesel and would like to see Green Bay produce its own biodiesel, much the way the Portage School District is doing.

Joe McMurray – Schmitt Park Neighborhood Association (summarized)

- The neighborhood association recommends that the Humboldt Road project be expanded to include a sidewalk between Cornelius and Bascom.

L. Conard noted that staff held the required Environmental Consultation meeting with resource agencies and provided an opportunity to comment on the TIP. Staff received a letter from the Army Corps of Engineers and the Wisconsin Department of Natural Resources. Both sets of comments were general in nature.

L. Conard noted that all of the transportation projects approved for 2009 American Recovery and Reinvestment Act (ARRA) funding have been appropriately included in the current TIP through amendments and, if necessary, will appear in the new TIP.

L. Conard noted that other than adding 2014 projects to the program, there are no significant changes to the TIP.

L. Conard noted that this is an allocation year for STP-Urban funds. There is an estimate of \$2,812,006 covering years 2012-2014 with 2012 being an overlap year available to qualifying projects. L. Conard referred the subcommittee to page 103 of the draft TIP. The projects at the very top, Military Avenue, Glendale Avenue, and the Bicycle-Pedestrian Study were approved for funding under a previous cycle.

The remaining 26 projects were evaluated using eight different criteria outlined in our prioritization process. The staff recommendation for funding includes two projects:

1. Humboldt Road from Bascom Way to Spartan Drive – reconstruct with bike lanes and sidewalks.
2. Pilgrim Way from Holmgren Way to Ashland Avenue – reconstruction.

L. Conard stated both are proposed to be funded at approximately 71%.

Discussion occurred regarding the Pilgrim Way project.

R. Meert asked if the project included bicycle lanes and sidewalks.

L. Conard noted that the Pilgrim Way project included the segment from Ashland Avenue to Holmgren Way and did not include bicycle lanes or sidewalks.

The subcommittee agreed that this would have little or no impact on students' travel near the middle and high schools because the section of Pilgrim Way that will be reconstructed is next to the STH 172 interchange.

R. Meert stated that the Pilgrim Way project from Ashland Avenue to Holmgren Way is consistent with Ashwaubenon's bike plan.

Discussion occurred regarding Joe McMurray's letter concerning Humboldt Road.

B. Lamers, representing Brown County, stated he would be willing to study the possibility of installing a sidewalk on Humboldt Road from Cornelius Drive to Bascom Way.

E. Wiesner, representing the city of Green Bay, stated that the City Council would need to determine if a sidewalk would be installed. E. Wiesner stated that it would make sense to construct a sidewalk and that it would be used to a greater extent when a nearby soccer complex is completed in 2011.

A motion was by T. Klimek, seconded by J. Agee-Aguayo, to recommend to the BCPC Board of Directors approval of the *2010-2014 Transportation Improvement Program for the Green Bay Urbanized Area*.

G. Callis asked if the Riverside Drive Transportation Enhancement (TE) project that was denied ARRA funding would be included in the 2010-2014 TIP.

L. Conard stated she had offered each applicant with an unfunded ARRA - TE project the opportunity to include it in the 2010-2014 TIP. The Riverside Drive project will be included in the TIP as requested by village staff. L. Conard stated she had made a similar offer to the village of Bellevue staff regarding its unfunded ARRA - TE projects.

B. Balke asked about the Manitowoc Road reconstruction project.

L. Conard stated that the project was funded with *earmark* STP-U funds. The funding for the project will not affect the MPO's estimated allocation of \$2,812,006. The project is included in the TIP and appropriately marked as *earmark*.

5. Any other matters.

C. Culotta introduced Jill Michaelson from the WisDOT Northeast Region.

C. Runge stated that Dan Teaters replaced T. Hennig as the Transportation/GIS Planner on the MPO staff.

6. Adjourn.

B. Lamers closed the meeting at 10:41 a.m.